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ABSTRACT

The purpose of this publication is to describe a variety of resources available to Oregon educators relating to the minimum standards for Oregon public schools set by the state board of education and the state legislature. Arranged according to administrative rule and statute number, this catalog highlights state laws setting minimum standards and lists relevant state publications, workshops, and development activities available to local school districts. State resource personnel are also named. A list of resources on Oregon's competency-based education program is included. (Author/DS)

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MINIMUM STANDARDS FOR OREGON SCHOOLS

RESOURCES, SPRING 1978

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Verne A. Duncan
State Superintendent
of Public Instruction

Oregon Department of Education
942 Lancaster Drive NE
Salem, Oregon 97310

EA 010 526

FOREWORD

Oregon's school districts are making good progress toward implementing the minimum standards for public schools adopted by the State Board of Education in June 1976. The purpose of this publication is to describe a variety of resources available to Oregon educators relating to the minimum standards. The publication was first published in 1977 and has since been updated to include current and planned resources.

To order publications, contact the Documents Clerk here at the Department, 378-3589. For further information about the standards contact the School Standardization Section, Loren Steiner, Coordinator, 378-4769.

Verne A. Duncan
State Superintendent of
Public Instruction

GENERAL RESOURCES

The materials listed below have been produced by the Department of Education as resources for implementing the minimum standards.

Publications

Minimum Standards for Oregon Schools: A Summary
A brief overview of the standards: their intent, and how they developed.

Elementary-Secondary Guide for Oregon Schools: Part I
The full text of the minimum standards; includes other statutes and administrative rules related directly or indirectly to the standards.

Elementary-Secondary Guide for Oregon Schools: Part II
Suggestions for meeting state minimum standards . . . and for going beyond (instructional and support programs treated in general and published collectively).

Graduation Requirements Guidelines, Revised (Prepublication Draft)
Replaces the original guidelines published by the Department of Education in 1973-74. Suggestions, sample practices and policies for district implementation of the graduation requirements portion of the minimum standards.

Modules

Set I, consisting of seven modules, explores the standards in some detail. The set takes five to six hours to complete. Their titles:

1. Minimum Standards Overview
2. Elementary-Secondary Guide Part II
3. Writing District Goals
4. Writing Program Goals
5. Writing Course Goals
6. Graduation Requirements Guidelines
7. Competencies and Performance Indicators

Set II also consists of seven modules with the above titles. However, the standards are explored in somewhat less depth and fewer activities are included. The set can be completed in two to three hours.

Set III consists of two modules and was assembled primarily for personnel in Special Education. Titles:

1. Minimum Standards Overview
2. Graduation Requirements, Competencies and Performance Indicators

Additional Resources

Oregon Minimum Standards. A series of six half-hour television presentations.

Program 1: "Introduction to the Standards"
Program 2: "Goal-Setting"
Program 3: "Group Assessment"
Program 4: "Individual Assessment"
Program 5: "Educational Program and Graduation Requirements"
Program 6: "The Standardization Process"

A *Viewer's Guide* to the programs is available on request and offers suggestions for workshops based on each program. Direct queries to: Center for Program Coordination, Department of Education, 378-8472.

Goal Based Education. A 10-minute filmstrip/tape providing a general introduction to the minimum standards. (Available from Center for Program Coordination.)

Test item banks. Collections of test items which have been field tested and validated. The test items have known difficulty values and are related to one another and the curriculum through the goals taxonomy developed by the Tri-County Course Goals Project. (Contact the Research and Evaluation Section, Department of Education, 378-3074.)

Summer Clinics, 1978

The Department will offer a series of workshops to provide assistance and resources to local districts and IEDs as they implement the minimum standards, as well as the Federal Education for All Handicapped Children Act (PL 94-142) and programs for the Talented and Gifted. Materials at these workshops will include: (1) assessment in reading, writing and computing (OAR 581-22-218) and (2) identifying and providing for individual learning strengths and weaknesses. (Contact the Center for Program Coordination, Department of Education, 378-8274.)

HOW TO USE RESOURCES

The following pages are organized in the sequence by which the standards are currently listed. The number and title of the standard are presented, followed by:

CONTACT PERSON	The Department of Education staff member having expertise or responsibilities relating to the standard.
HIGHLIGHTS	Explanatory comments, contrasting the current standard with the previous state standard.
PUBLICATIONS/ WORKSHOPS/ DEVELOPMENT ACTIVITIES	Written resources or workshops available or planned; activities planned to provide assistance to districts. Publications may be ordered through the Documents Clerk, Department of Education, unless otherwise noted in the text. Services offered by other agencies relating to the subject of the standard are described, when appropriate.
RELATED RULES/ STATUTES	References to other statutes and rules which pertain to the subject of the standard (NA = None Applicable).

Listed below are additional statutes relating to the standards in general:

ORS 326.051	Board Functions Requires the State Board of Education to establish standards for public schools.
ORS 327.006	Defines a "standard school."
ORS 327.010	Requires that Basic School Support Funds be used exclusively for the improvement and support of standard schools.
ORS 327.125	Requires the State Superintendent to administer and the State Board of Education to adopt and promulgate rules to carry out the Basic School Support statutes.

The final page, under "Additional Resources," presents materials available through the Oregon Competency-Based Education Program (OCBE) and the Tri-County Course Goals Project.

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
OAR 581-22-202 **Administration of the Standardization Program** OAR 581-22-204 **Assignment of Standardization Classification** Loren Steiner Coordinator of School Standardization 378-4769	Essentially no change from the old to the new standards.	**Publications:** Only those materials developed to assist local districts and visiting teams during accreditation visits; under study and possible revision based on use during the 1976-77 school year. **Activities:** Workshops will be conducted in the spring and summer of 1978 for districts scheduled for standardization visits in the 1978-79 school year.	ORS 326.051 requires the State Board to develop minimum standards for public schools. ORS 327.103 declares districts to be standard until found deficient; provides for withholding Basic School Support Funds; specifies actions to be taken by a district found to be in "noncompliance." ORS 328.205 authorizes districts to contract bonded indebtedness, except that nonstandard or conditionally standard districts shall have approval by the State Superintendent of Public Instruction.
OAR 581-22-206 **Waiver Provisions** Loren Steiner Coordinator of School Standardization 378-4769	Essentially no change from the old standards.	**Activities:** General information, forms and other information regarding the use of the waiver provisions may be obtained from the Coordinator of School Standardization.	NA
OAR 581-22-208 **Instructional Planning** Robert B. Clemmer Coordinator of Planning and Program Evaluation 378-3074	This standard reflects the major changes found in the current rules. They: • set district, program, and course goals. • assess student performance on reading, writing, and computing. • identify program needs. • develop policies and procedures for program improvement.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 *Planning the Education of Oregon Learners: Setting Goals*, 1975 *Completing the Management Cycle*, 1975 *Schools and Communities: Setting Goals*, 1976 *Writing District, Program and Course Goals*, 1977 *Assessing the Basic Skills of Reading, Writing, and Computing* (Available Fall 1978) *Identifying and Prioritizing Program Needs* (Available Fall 1978) *Measuring Performance: Planning to Assess Basic Skills within Areas of Study*, 1977 *Measuring Performance: Verifying Competencies through Observation and Judgment*, 1977	ORS 336.074 requires all teaching be done primarily in English, except for foreign language courses and help for non-English speaking pupils. ORS 336.079 requires specific courses to teach speaking, reading, and writing for children unable to profit from classes in English.

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
		Measuring Performance: Using Applied Performance Tests (Available 1979) *Improving Instructional Programs* (Available Fall 1978) *A Primer on Assessment of Student Performance* (Available Fall 1978) Minimum standards modules (see p. 1) **Other Resources:** *Oregon Minimum Standards* TV series (see p.1). See also ADDITIONAL RESOURCES, CBE Program.	
OAR 581-22-218 **Educational Program** James Goddard Director, Basic Education 378-3602	Requires local districts to develop and adopt learner goals based on their needs, interests and abilities. Requires determination of student progress and a means for maintaining student records and reports to students and parents.	**Publications:** The Department of Education's publications brochure describes the wide range of materials available from this agency. *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 Minimum standards modules (see p. 1) **Activities:** See various program areas.	ORS 336.074 requires all teaching be done primarily in English, except for foreign language classes and help for non-English speaking pupils. ORS 336.079 requires specific courses to teach speaking, reading and writing for children unable to profit from classes in English.
OAR 581-22-221 **Elementary Instructional Programs** OAR 581-22-222 **Elementary Instruction Applicable to Required Competencies** James Goddard Director, Basic Education 378-3602	Provides for instruction in K through 8 in each of several subjects, with conditions that permit local boards to provide for exemptions. Requires local boards to develop programs for grades K through 8 that permit development of knowledge and competencies required for graduation from high school.	**Publications:** The Department of Education's publications brochure describes the wide range of materials available. *Graduation Requirements Guidelines, Revised*, 1977 *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977. Minimum standards modules (see page 1)	ORS 343.221 requires school boards to provide *special education* for all who require it or to make other arrangements when more feasible. ORS 339.420 provides that upon request of a parent or guardian a child may be excused for not more than 120 hours per week for religious instruction. ORS 343.125 to 343.145 authorizes a school district to employ on or before July 1, 1977, a child development specialist, provides for duties and qualifications, and a method for state reimbursement.

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
OAR 581-22-226 **Graduation Requirements** OAR 581-22-228 **Diplomas and Certificates of Competency** James Goddard Director Basic Education 378-3602	These standards require that each district board adopt graduation requirements starting with the class of 1978. This includes the usual range of subjects, plus others dealing with consumer and career education. Planned course statements must be developed and made available to staff, students, parents, board and interested citizens. There is also provision for the Board to plan for and adopt a process through which students may meet graduation requirements, or may have reported those that are met without graduation.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 *Graduation Requirements Guidelines, Revised*, 1977 Minimum standards modules (see page 1) **Language Arts/English:** *Plan to Read*, 1976 *Reading Resources, 1977-78* *Reading in the Secondary School* *Language Arts Instruction K-12* *Oregon Theatre Arts Education: Guidelines for Curriculum*, 1976 *Foreign Languages in Oregon Secondary Schools*, 1970 **Mathematics:** *Mathematics in Oregon Schools* *MEASUREMENT...with Metric* **Social Studies/History:** *Government in Oregon*, 1977 *Ethics and Morality: Suggested Activities for Instruction as Required by ORS 336.067* (Available 1978) *A Handbook of Environmental Encounters*, 1975 *Living Education: A Teacher's Guide to Overnight Sites in Oregon*, 1975 **Science:** *Science Education Guide* (Available 1978) **Health:** *Planning Health Education Programs in Oregon Schools* (Available 1978) **Physical Education:** *Physical Education in Oregon Public Schools, K-14*, (Available 1978) *Athletics in Oregon K-12: Guidelines for Local School District Policies*, 1975 OAHPER "Suggested Guidelines for Writing Programs Meeting Oregon's New Graduation Requirements," 1974 (Available from the Physical Education Specialist, Department of Education)	ORS 336.035 requires districts to use courses of study prescribed by law and rules of the State Board and provides for exceptions. ORS 336.057 provides that instruction in the United States Constitution and in the history of the United States shall begin not later than the opening of grade 8 and extend through grade 12. ORS 336.067 requires public schools to give emphasis to instruction in honesty, morality, courtesy, obedience to law, human relations and other specific moral and ethical attributes. ORS 336.175 authorizes district boards to use experiences offered by public and private agencies, to include work experience on a contractual basis with employers. ORS 343.221 requires local districts to provide *special education* for all who require such education or to make certain that other arrangements are made.

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
		Consumer/Education/Economics/Personal Finance: *Personal Finance Education Guide*, Revised 1974 **Traffic Safety:** (See also OAR 581-22-292, Pupil Transportation Services) Available from TSE Specialist, Department of Education: *Traffic Safety Education for Oregon Schools: K-3* and *4-6*, 1975; *7-9* and *Driver Education*, 1977 *Oregon Bicycle Rules of the Road*, 1975 **Art:** *Elementary Art Education: A Handbook for Teachers* **Music:** *Music Education Guide*	
OAR 581-22-231 **Performance Requirements for Program Completion** James Goddard Director, Basic Education 378-3602	All school boards shall adopt and make available to the community the minimum competencies they will accept to demonstrate how they will expect students to function in society. The areas are listed, and performance indicators must be developed. The board may provide for exceptions appropriate to unique needs and abilities of individuals.	**Publications:** *Graduation Requirements Guidelines, Revised*, 1977 Minimum standards modules (see p. 1)	NA
OAR 581-22-232 **Attendance** Loren Steiner Coordinator of School Standardization 378-4769	Attendance is still required for graduation and for the 12 years starting with grade one. Board may adopt policies to provide for credit by examination and for off-campus experiences, or for completion of graduation requirements in less than 12 years as may be appropriate to individual needs.	**Publications:** *Graduation Requirements Guidelines, Revised*, 1977	NA

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
OAR 581-22-234 **Developing Appropriate Electives and Additional Course Offerings Beyond State Minimums**	Encourages districts to develop elective offerings of their choice, and to modify the number of such electives to exceed ten, or to offer less than ten if the number of required courses is increased in like number.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977	Refer to OAR 381-22-226. ORS 336.015 provides that the last Friday in April shall be Arbor Day and districts shall see that activities are conducted that stress preservation and improvement of the natural environment. ORS 336.025 provides that the fourth Friday in October shall be Frances E. Willard Day, and appropriate commemorative activities shall be provided.
OAR 581-22-236 **Local District Responsibility for Implementation** James Goddard Director, Basic Education 378-3602	Local responsibility is given to the implementation of competencies as they relate to students enrolled in grades 9 through 12, with the competencies in learning to read, write, speak, listen, analyze, and compute to start with the class of 1978.	**Publications:** *Graduation Requirements Guidelines, Revised*, 1977 Minimum standards modules (see page 1)	NA
OAR 581-22-238 **Operating Policies and Procedures** OAR 581-22-241 **Personnel Policies** Don Kipp Director, Legal and Personnel Services 378-4041	The language of these standards is new; they refer to the requirements of other more recent Oregon statutes.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 Prepared by the Personnel Management Advisory Committee, available through the Department: *Guidelines and Model Policies*, 1974 (Revised ed. available 1978) *Teacher Personnel Files*, 1973 *Equal Opportunities in Education: Instruction and Employment*, 1977 *Employment Procedures and Application Forms*, Reprinted 1976 *Position Descriptions*, Reprinted 1977 *Evaluation Guidelines for School Personnel* Commonly known as "Staff Evaluations"), Revised 1977 *Reduction in Force*, 1977 *Forced School Closure*, 1977 **Workshops:** The annual Personnel Management Advisory Commit-	ORS 342.850 requires an annual evaluation of performance for each teacher, provides procedure, and specifies nature and use of the file. ORS 332.107 provides that each school district board may establish rules for the government of the schools consistent with the rules of the State Board of Education.

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
		tee Summer Workshop, at The Dunes, Lincoln City, July 27-28, 1978.	
OAR 581-22-242 **Equal Educational Opportunities** Larry Mylnechuk Equal Education and Legal Specialist 378-3583	This standard is new and provides for the laws, court decisions and agency rules, federal and state, that require each district to give equal opportunities in all activities provided by the district. Equal opportunity and access to facilities shall be provided without regard to race, national origin, religion, sex, marital status or family financial condition, or age or handicap, unless they can be shown to conflict with statutes or the requirements of a program.	**Publications**: *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 Prepared by the Personnel Management Advisory Committee, available through the Department: *Equal Opportunities in Education: Instruction and Employment*, 1977 *Equal Educational Opportunity Resource Handbook*, 1976 *Toward Competency: A Guide for Individualized Instruction*, 1974 (Performance-based curriculum help for Educable Mentally Retarded)	ORS 659.150 defines discrimination; prohibits discrimination in education. ORS 659.155 establishes sanctions for noncompliance with discrimination prohibitions.
OAR 581-22-244 **Records and Reports** Jan Clemmer Coordinator, School Finance and Data Information Services 378-3611	Little change from previous standards and management practices, but combines into a single section several separate provisions relating to the completion and submission of reports to the Department.	**Publications**: Prepared by the Personnel Management Advisory Committee, available through the Department: *Suggested Calendar of Yearly School Board Activities*, Revised 1977 (Updated annually) **Workshops**: Inservice available upon request for individuals or groups of districts.	NA
OAR 581-22-246 **Bonded Employees** Guy Waldroop Coordinator, School Business Systems 378-3582	Nothing significantly new.	NA	ORS 332.525 requires district personel handling money to be bonded.
OAR 581-22-248 **Accounting of Funds** (Student Activities) Don Perkins Specialist, Student Activities 378-4765	Student activity funds shall be examined annually by a board-approved, independent accountant. Boards are now required to adopt a policy to define "student activity funds" and to prescribe specific purposes for their use.	**Publications**: *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977	NA

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
OAR 581-22-251 **Evaluating Student Transcripts** Les Adkins Director, Student Services 378-4765	Provides more specific instruction as to the receipt, use and evaluation of student transcripts and records from other schools.	**Publications**: *Graduation Requirements Guidelines, Revised,* 1977	NA
OAR 581-22-252 **Required Days of Instruction** Don Kipp Director, Legal and Personnel Services 378-4041	The standards place in the rules the content of law and past procedures.	**Publications**: Official form for applying through education service district for emergency school closure.	ORS 433.255 to 433.275 provide for exclusion from school of persons with communicable disease and the conditions for return to school; require every child between 5 and 14 to show proof of immunization according to rules of the State Health Division; and require that agency to provide immunizations free to children unable to otherwise get them.
OAR 581-22-254 **District Guidance and Counseling** OAR 581-22-256 **School Guidance and Counseling** Les Martin Specialist, Guidance and Counseling 378-4765	These standards call for specific planning, based on district goals designed to enhance the educational program and the individual needs of students; and the development of a written program designed to provide building services. Boards must approve these programs.	**Publications**: *Elementary-Secondary Guide for Oregon Schools: Part II,* 1977 *Student Conduct and Discipline,* 1977 "Suggested Steps for Implementing Oregon Minimum Standards for Guidance and Counseling" (Updated monthly. Information packets including sample plans. Available from Student Services Section, Department of Education.) "Position Paper for Guidance and Counseling" suggests areas of improvement relating to the minimum standards. *Oregon Elementary School Guidance Counseling Guidelines, revised* (Available 1978) *Implementing Elementary School Guidance Programs: the Oregon CDS Model* (Available 1978) **Workshops**: Area workshops will be held on request. **Activities**: Information packets on guidance programs are available.	ORS 339.240 requires district school boards to adopt and distribute rules regarding student conduct, discipline and procedures that comply with state standards. ORS 339.250 requires students to comply with school rules, pursue required studies, etc.; authorizes district boards to discipline, suspend or expel pupils for sufficient cause, and for specific periods.

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
OAR 581-22-258 **Student Records** OAR 581-22-261 **Health Services** Les Martin Specialist Guidance and Counseling 378-4765	Provides new rules in keeping with the laws and court decisions regarding confidentiality of student records, provides for their safe storage, and transfer to other agencies. Requires a district plan for health services and the employment of school nurses.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 *Suggested Guide for School Districts: Student Records*, Revised 1977 *Health Services for the School-Age Child in Oregon*, 1974. (Revised edition available 1979)	ORS 336.185 gives definitions of student records. ORS 336.195 requires that all student records shall be confidential and specifies persons and agencies that may have access to them. ORS 336.205 provides that any category of student records designated as confidential shall not be deemed a public record. ORS 336.215 authorizes schools to transfer all records for an individual student to another school or educational institution upon notice of enrollment in the new location.
OAR 581-22-262 **Certificated Personnel** Don Kipp Director, Legal and Personnel Services 378-4041 OAR 581-22-264 **Teacher Aides** OAR 581-22-266 **Daily Class Size** Loren Steiner Coordinator of School Standardization 378-4769	Most of the details of these standards were already in Oregon Administrative Rules of the State Board of Education. The section on class size, particularly, has been modified to call for each local district to establish its own class-size goals consistent with local goals and expected learning outcomes.	Regarding the compliance aspect of this rule, contact Loren Steiner, Coordinator of School Standardization, 378-4769. **Publications:** See rules and regulations of the Teacher Standards and Practices Commission (TSPC). See also the Personnel Management Advisory Committee series of guidelines, listed with OAR 581-22-238.	ORS 342.155 authorizes school districts to employ teacher aides and interns, subject to rules of the State Board. ORS 342.173 provides for forfeiture of state funds by any district which employs a noncertificated person as a teacher. ORS 342.608 requires boards to fix working hours to include 30-minute duty-free lunch periods; provides for penalty; exempts one- and two-teacher schools. See OAR's 581-37-005 to 581-37-035 for Board requirements regarding teacher aides.

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
OAR 581-22-268 **Media Centers** OAR 581-22-271 **Materials Selection and Purchase** OAR 581-22-272 **Equipment Purchase** Lyle Wirtanen Specialist, Library Services James Sanner Specialist, Radio & Television 378-3566	Requires a media center in each school to offer materials and services to students and teachers; requires properly certificated staff; calls for a selection policy for purchase of instructional materials; requires a procedure to insure quality and compatability of all instructional equipment.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 Available through the Specialist, Library Services, Department of Education: *Media Program Guide* (Available 1978) *Educational Media Specialists: Competencies for Basic Endorsement*, 1976 *Guidelines for Oregon School Media Programs* (OEMA) **Workshops:** Presented upon request.	ORS 337.120 provides that district school boards select textbooks and other instructional materials from state lists, with exceptions; provides for delays. ORS 337.141 permits local districts of 20,000 or more school-age children, and others by approval, to make local adoptions. ORS 337.150 requires district boards to provide textbooks free in grades one through eight and authorizes free use of textbooks for students in grades nine through twelve. Provides for parents to provide textbooks with exceptions for indigent pupils. ORS 337.260 requires selection of texts which adequately stress services of those who helped achieve our national independence and our constitutional form of government, and preserved our federal union; and prohibits discrimination against others who contributed to our history and system of government.
OAR 581-22-274 **Facilities** OAR 581-22-276 **Furniture, Equipment, Materials** OAR 581-22-278 **Building Program and Plans** Bill Wilmot Architectural Consultant 378-3582	Requires that district planning for educational facilities be appropriate to the district instructional and support programs; and that supplies and equipment provide for the same local decisions. Requires Department approval of plans for facilities and architectural design.	**Activities:** The Department of Education is available to assist districts in determining energy conservation procedures. Department staff provide assistance to districts in developing building programs, and evaluate existing buildings and grounds as well as plans for construction of new or modification of existing facilities.	ORS 336.630 requires display of the United States and Oregon flags on or near each school building during school hours, subject to suitable weather.

OAR CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
OAR 581-22-280 **Emergency Plans and Safety Programs** OAR 581-22-282 **Safety Inspection Practices** OAR 581-22-284 **Accident Prevention In-Service** OAR 581-22-286 **Accident Reporting Systems** OAR 581-22-288 **Safety Devices** Lee Wells Specialist, School Standardization 378-4769	Provides for emergency preparedness and safe school environment.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II,* 1977 *Emergency Planning and Safety Packet* Prepared by the Personnel Management Advisory Committee, available through the Department: *Health and Safety,* 1976 **Other Agencies:** State Accident Insurance Fund (SAIF) Accident Prevention Division of Workmen's Compensation Board State Fire Marshall	ORS 336.072 requires at least 30 minutes in each school month for instruction in fire dangers and drills in grades 1 through 8; requires State Superintendent to prepare a course of instruction. Requires monthly drills or rapid dismissal in schools of 50 or more ADA; requires exit doors that can be opened from the inside without key during school hours. ORS 332.190 authorizes local school boards to request Commissioner of Labor to inspect buildings.
OAR 581-22-292 **Pupil Transportation Services** OAR 581-22-294 **Bus Inspection and Maintenance** OAR 581-22-296 **School Bus Drivers** Jack Sperr Coordinator of Pupil Transportation Services 378-3578	Standards are designed to assist local districts to provide safe, efficient and economical pupil transporation.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II,* 1977 *Oregon Pupil Transportation Manual, 1976 Revised* *Minimum Standards for Oregon School Buses,* Revised 1972 *Emergency Procedures for School Bus Drivers,* Revised 1975 *Oregon School Bus Drivers Training Program,* 1975 (Available from Pupil Transportation Services Coordinator) Available from Motor Vehicles Division, Oregon Department of Transportation, 1905 Lana Avenue NE, Salem, OR 97314: *Oregon Drivers Manual 1976/77* *Oregon Motor Vehicle Laws, 1975/76* **Workshops:** Conducted in various locations as needed.	See–ORS 326.051, 327.035, 332.107, 332.405, 332.415, 332.425, 332.427, and chapters 481, 482, 483, 484, 485 and 487. See–OAR 581-23-040, 581-53-005, 008, 505, 510, 515, 520, 525, and 530.

OAR/CONTACT PERSON	HIGHLIGHTS	PUBLICATIONS/WORKSHOPS/ DEVELOPMENT ACTIVITIES	RELATED RULES/STATUTES
		Activities: Revision of Minimum Standards for Oregon School Buses by 1978. **Other Agencies:** U.S. Department of Transportation, National Highway Traffic Safety Administration, 8021 Federal Office Building, Seattle, WA 98104.	
OAR 581-22-298 **School Food Services** Len Isaacs Assistant Coordinator, School Food and Nutrition Services 378-3579	Requires accountability; provides for quality handling and preparation of food, adequate menu planning, acceptable attitude of personnel toward work and those served; calls for impeccable sanitation practices.	**Publications:** *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 *Food Service Operations Manual* (Available summer 1978) **Other Resources:** A series of training films designed to develop skills of food service workers in all aspects of food preparation; 13 are now available with a total of 60 planned by 1981. **Workshops:** Area workshops throughout the state on a continuing basis, until all schools have established a full cost accounting system. **Activities:** Implementation of full cost accounting began in August 1977.	See–ORS 326.051 and 327.525, and Chapter 431 PL 79-396 and 89-642. Section 32 of the Act of August 24, 1935. Section 416 of the Agriculture Act of 1949.
OAR 581-22-300 **Custodial Services** Milt Baum Associate Superintendent Management Services Division 378-4772	Provides that buildings and grounds shall be conducive to health and safety.	**Other Agencies:** State and local health departments. **Publications:** *Oregon Custodial Training Program: Housekeeping Methods and Materials*, Revised 1971. (Course outlines for training custodians, maintenance workers and supervisors. Now being revised.) *Elementary-Secondary Guide for Oregon Schools: Part II*, 1977 **Workshops:** Most community colleges offer custodial training courses or programs, many of them during the summer. **Other Agencies:** The Oregon School Employees Instructors Association (OSEIA), a unit of OSEA, provides resources, including instructors for training throughout the state.	NA

ADDITIONAL RESOURCES

Oregon Competency-Based Education Program (NWREL)

Resources also are available through the CBE Program, located at 3000 Market Street NE, Suite 323, Salem, Oregon (585-1603). Listed below are selected materials recommended by the program staff.

Alternative Methodologies for Competency-Based Education: The State-of-the-Art, 1976 (149 pages)
Reviews competency-based education in elementary and secondary schools; discusses alternative methods for developing CBE in public school systems.

Alternative Models of Competency-Based Education, 1976 (163 pages)
Designed to give clarity to the concept of CBE as the concept is currently being employed in elementary and secondary schooling. Examines concepts of CBE and describes models.

Competency-Based Education in Oregon, 1976 (87 pages)
Describes the evolution of the CBE movement in Oregon. Discusses the characteristics of CBE and suggests reasons for the rapidly growing interest in it.

Competency-Based Education Sourcebook, periodically updated
A comprehensive and current guide for curriculum planners, administrators, teachers and others involved in program planning and implementation of competency-based education. Available resources are listed in the areas of identifying instructional outcomes, measuring outcome attainment, promoting instructional outcomes and managing program operation. A helpful indexing system is provided.

Proceedings of a Conference on Educational Reform: The Role of Competency-Based Education
Summarizes a 1976 conference of more than 70 education policy-makers, practitioners, and researchers from more than 35 states. Topics included CBE problems, progress, issues, trends, policies, programs, development and resources. (Note: ERIC retrieval number ED 135 061.)

Strategies for Implementation of Competency-Based Education, 1977 (137 pages)
Describes procedures for implementing and maintaining CBE programs in schools.

Tri-County Course Goals Project

The Tri-County Course Goals Collection has proven useful to many districts. For copies of the following materials, wr
Commercial-Educational Distributing Services, PO Box 8723, Portland, Oregon 97208.

Introduction to Course Goals for Educational Planning and Evaluation, 1st ed., $3.00, 44 pp.

Program Goals and Subject Matter Taxonomies for Course Goals, 3rd ed., $7.50, 121 pp.

K-12 Course Goals in Art, 1st ed., $9.00, 227 pp.

K-12 Course Goals in Biological and Physical Sciences, 2nd ed., $22.50, 838 pp.

K-12 Course Goals in Business Education, 1st ed., $9.75, 257 pp.

K-12 Course Goals in Health Education, 1st ed., $9.75, 266 pp.

K-12 Course Goals in Home Economics, 1st ed., $9.00, 228 pp.

K-12 Course Goals in Industrial Education, 1st ed., $8.25, 175 pp.

K-12 Course Goals in Language Arts, 2nd ed., $12.00, 355 pp.

K-12 Course Goals in Mathematics, 2nd ed., $12.75, 414 pp.

K-12 Course Goals in Music, 1st ed., $7.50, 159 pp.

K-12 Course Goals in Physical Education, 1st ed., $7.50, 150 pp.

K-12 Course Goals in Second Language, 1st ed., $7.50, 146 pp.

K-12 Course Goals in Social Science, 2nd ed., $33.75, 2 volumes, 1,189 pp.

Complete set of 14 publications, $154.50 (educators in Oregon and Washington are given a one-third discount: $1